

Area 17 Spring Festival 2027 Qualifiers

Guide for Branch and Centre officials

Season [2027] | Updated [16/10/2026]

This guide sets out how organisers must register a qualifying competition, manage entries and results, and submit qualified combinations for the Area 17 register. Complete both forms: register the event before it takes place, then submit its results after the competition.

Before the event

1. Register your Qualifying Competition

Complete the event registration Google Form with the competition details. Please do that as soon as your qualifier details are confirmed to allow members enough time to plan. **Submit a separate registration for each discipline even if multiple events are run on the same day.**

<https://tinyurl.com/Area17SFQualifiersform>

Upcoming qualifier listings will be populated automatically from the registration form and published at the links below. Check your event details once listed and report any changes to Danai Poulidi (poulidi@yahoo.com).

Arena Eventing <https://tinyurl.com/Area17-SF2027-AEQualifiers>

Dressage <https://tinyurl.com/Area17-SF2027-DRQualifiers>

Showjumping <https://tinyurl.com/Area17-SF2027-SJQualifiers>

(These links are all available on the PC Spring Festival page)

2. Set up entries and results

- All entries must be taken through Branches' own IPS. Include the IPS entry link and Spring Festival logo in your event posters etc.
- Set up every competition on Area 17 PC Results, using the Area 17 account rather than your branch's own account.
 - Login details for Area 17 PC Results have been communicated via the Branch Officials / Scorers WhatsApp groups
- **NOTE:** Create a separate PC Results event for each discipline, including occasions where two qualifiers are run at the same venue on the same day by the same Branch. **Each qualifying competition must have its own results link.**

3. Use the correct Qualifying Class Names on PC Results

Use the class names below consistently in schedules, IPS and PC Results. Use the class settings below for PC Results setup. [Qualification criteria and applicable rules](#) can be found here.

Discipline	Qualifying classes	PC Results Class Setting / Test
Arena Eventing	PC70, PC80, PC90, PC100	Class Type: AE, Class Codes: AE70: AE70 Arena Eventing AE80: AE80 Arena Eventing AE90: AE90 Arena Eventing AE100: AE100 Arena Eventing
Showjumping	PC70, PC80, PC90, PC100	Class Type: SJ, Class Codes: PC70: 80cm Show-Jumping A7 One Round+ Jump off PC80: 80cm Show-Jumping A7 One Round+ Jump off PC90: 90cm Show-Jumping A7 One Round+ Jump off PC100: 100cm Show-Jumping A7 One Round+ Jump off
Dressage	Foundation PC70, Grassroots PC80, Novice PC90, Intermediate PC100	Class Type: Dressage, Class Codes: Foundation PC70: Foundation PC70 2026 Grassroots PC80: Grassroots 2026 Novice PC90: Novice 2026 Intermediate PC100: Intermediate 2026

During and after the competition

4. Publish results and mark qualifiers

- Enter results on Area 17 PC Results during the competition or shortly afterwards. Check rider names, horse or pony names, rider branches, class and placings for accuracy.
- **Every qualified rider and horse or pony combination must have a Q beside its result in the qualification column on PC Results.**
- **Check qualification against the applicable rules before adding Q markers.** The automatic register imports those markers; it does not calculate eligibility or decide who qualifies. A qualifying combination without a Q will not be imported.
- Ensure the rider's branch is recorded wherever the results system allows. The rider's branch and the organising branch are separate details; do not assume every qualifier belongs to the organising branch.

5. Submit the results form

Once the results and Q markers have been checked, complete the results submission Google Form. Submit one response per discipline, using that discipline's separate PC Results event link.

<https://tinyurl.com/Area17-SF2027-QualifiedCombos>

The form requests the discipline, competition date, venue, organising branch or centre, organiser, contact details and PC Results link. Use the actual competition date and a contact who can answer queries about the results.

Results submission deadline 24 March 2027 (so all qualified combinations can be checked before entries open on the 26 March).

6. Check the qualification register

Submitting the results form triggers an automatic update of the qualification register. Check that the Q-marked combinations appear in the correct discipline and class, and that rider, horse or pony, branch, venue and date are correct.

Arena Eventing qualified combinations: <https://tinyurl.com/Area17-SF2027-AECombinations>

Dressage qualified combinations: <https://tinyurl.com/Area17-SF2027-DRCombinations>

Showjumping qualified combinations: <https://tinyurl.com/Area17-SF2027-SJCombinations>

The reporting tabs are sorted **by class, rider's branch and rider name**. Organising branch, organiser and contact details are retained for queries. Any branch shown as "Needs checking" must be followed up.

Rows highlighted in red indicate that the same rider and horse combination appears more than once in the same class. Please check these records and, where the rules allow, pass qualification down the line as appropriate. Highlighting is a prompt to check, not an automatic decision about qualification.

Any changes to qualified combinations must be made directly on Area 17 PC Results by updating the Q markers. Please do not submit another form for the same competition and discipline.

7. Report corrections or missing qualifiers

If corrections need to be made to an event after the Qualified Combinations form has been submitted, correct inaccurate results or missing Q markers on the relevant event Area 17 PC Result. The qualification register is refreshed daily, so please allow up to 24 hours for subsequent changes to appear.

For changes to an upcoming event, please contact Danai.

Final check for organisers

- ✓ Event registered before the competition and upcoming listing checked.
- ✓ Entries taken through IPS;
- ✓ Create event on PC Results (Area 17) using a separate event for each discipline.
- ✓ Results published and every qualified combination marked Q.
- ✓ Post-event results form submitted for each discipline.
- ✓ Qualification register checked for accuracy and duplicates highlighted in red. Any repeated qualifications reviewed and, where the rules allow, qualification passed down the line.
- ✓ Changes made directly on Area 17 PC Results by updating the Q markers—please do not resubmit the form. Allow up to 24 hours for changes to appear in the qualification register.
- ✓ Any outstanding queries reported to Danai Poulidi at northdown@pcuk.org or via WhatsApp.